Note for Thomas, Wanda

From: Rush, Sonya

Date: Fri, Jul 29, 1994 8:26 AM

Subject: FW: NCSS Training

2040408161

To: Thomas, Wanda

Please try to schedule this for me in the morning. You can review my calendar.

From: Briggs, Gary on Wed, Jul 27, 1994 5:29 PM
Subject: NCSS Training
To: Antonoff, Marla; Eibon, Jeanne; Elfar, Deb; Fernandez, Jeane; Heironimus, John; Henriques, Peter; Hicks, Marcia; Huffine, Bruce; Marini, Erna; McMahon, Kathy; Murphy, Virginia; Nickert, Sheila; Parmet, Nancy; Piskor, Stephen; Rafferty, Shelby; Rush, Sonya; Salzman, Michelle; Schwartz, Linda; Simons, Renee; Strausser, Sue

On Thursday, August 4th and Friday, August 5th, Chris Warwick and Lisa Stratton from NeoData will be hosting training sessions at Philip Morris on using the NCSS system. They will offer training sessions throughout the day and each session will last 1 1/2 hours. We are trying to limit attendance at each session to no more than 6 or 7 people to assure enough time for each person to experiment with the system.

The NCSS system contains comprehensive information on most Philip Morris inbound promotions (i.e. consumer order information, telemarketing scripting, etc.) Knowing how to access and use the NCSS system can be a very valuable tool in obtaining information and managing your promotions.

Sessions will be held as follows:

Thursday, August 4th:

9:00 am - 10:30 am
10:30 am - 12:00 noon
1:00 pm - 2:30 pm
2:30 pm - 4:00 pm
4:00 pm - 5:30 pm

Friday, August 5th:
9:00 am - 10:30 am
10:30 am - 12:00 noon
1:00 pm - 2:30 pm

Please e-mail me as soon as possible if you or a representative from your department would like to attend the session and which session you prefer to attend.

We will be forwarding information on the NCSS system for you to review prior to the training session and the specific location of each session once you have confirmed your desire, or a representative from your department's desire, to attend.

If you have any questions, don't hesitate to contact me at x2697. THANKS!

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